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**From:** DeSantis, Joe [DeSantis.Joe@epa.gov]  
**Sent:** 9/29/2015 5:07:52 PM  
**To:** Bussard, David [Bussard.David@epa.gov]; Cogliano, Vincent [cogliano.vincent@epa.gov]; DeSantis, Joe [DeSantis.Joe@epa.gov]; Dutton, Steven [Dutton.Steven@epa.gov]; Gatchett, Annette [Gatchett.Annette@epa.gov]; Hagerthey, Scot [Hagerthey.Scot@epa.gov]; Hawkins, Belinda [Hawkins.Belinda@epa.gov]; Hotchkiss, Andrew [Hotchkiss.Andrew@epa.gov]; Jones, Samantha [Jones.Samantha@epa.gov]; Morozov, Viktor [Morozov.Viktor@epa.gov]; Perovich, Gina [Perovich.Gina@epa.gov]; Rieth, Susan [Rieth.Susan@epa.gov]; Ross, Mary [Ross.Mary@epa.gov]; Sams, Reeder [Sams.Reeder@epa.gov]; Sonawane, Bob [Sonawane.Bob@epa.gov]; Subramaniam, Ravi [Subramaniam.Ravi@epa.gov]; Troyer, Michael [Troyer.Michael@epa.gov]; Vandenberg, John [Vandenberg.John@epa.gov]; Walsh, Debra [Walsh.Debra@epa.gov]; Li, Jenny [Li.Jenny@epa.gov]  
**CC:** D'Amico, Louis [DAmico.Louis@epa.gov]; Birchfield, Norman [Birchfield.Norman@epa.gov]; Berner, Ted [Berner.Ted@epa.gov]; Flowers, Lynn [Flowers.Lynn@epa.gov]; Zhao, Jay [Zhao.Jay@epa.gov]  
**Subject:** Follow-up - Sept 29 IRIS Mgmt Council  
**Attachments:** CombinedTrackingTool-Sept28-update.xlsx; IRIS\_DWG-Team-Assignments-Sept-28.xlsx

Hi All – Just to make sure we are on the same page regarding follow-up to today's IRIS MC meeting, Gina asked me to send this reminder.

As Vince indicated, it is requested that the BCs/Divisions review the IRIS DWG Team Assignments file and provided corrections or additions to Joe by this Thursday, 10/1. For the immediate future, we are only including members of the assessment teams in the table. If there are staff spending a substantial amount of their time serving a consultant role on a specific assessment, you may indicate such in your transmittal e-mail. We can deliberate further on the best way to manage/track time spent consulting on specific assessments, but will not illustrate such in the next version of the table.

Thanks  
Joe D.  
703-347-8616

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**From:** Cogliano, Vincent  
**Sent:** Monday, September 28, 2015 5:34 PM  
**To:** Bussard, David; Cogliano, Vincent; DeSantis, Joe; Dutton, Steven; Gatchett, Annette; Hagerthey, Scot; Hawkins, Belinda; Hotchkiss, Andrew; Jones, Samantha; Morozov, Viktor; Perovich, Gina; Rieth, Susan; Ross, Mary; Sams, Reeder; Sonawane, Bob; Subramaniam, Ravi; Troyer, Michael; Vandenberg, John; Walsh, Debra  
**Cc:** D'Amico, Louis; Birchfield, Norman; Berner, Ted; Flowers, Lynn; Zhao, Jay  
**Subject:** IRIS Mgmt Council: agenda for Sept 29

Hello everyone—Thank you all for your input on the tracking tool from last week. Attached you'll find the latest draft. Attached also is a matrix that summarizes the assignments of staff scientists to each assessment, based on the information from the tracking tool. It needs to be QA'ed, and there likely will be some additions. This staff-assignment matrix can become a tool to help us identify time conflicts or to staff future assessments.

We'll meet Tuesday at 9 to discuss these two files.

Thanks! See you at 9—Vince